
From: Mickunas, Dave
Sent: Thursday, September 21, 2017 7:37 PM
To: Christian, Doretha
Cc: Rodriguez, Jose; Collier, Deanna; Cooper, WilliamF; Frey, John; Adams, Pratistha; Guidry, Randy; Houston, Robert; Houston, Pamela; Krieger, Geoffrey; Matthews, Rachel; Meyer, John; Molina, Rudy; Ohl, Matthew; Sanders, LaTonya; Schmaedick, Manuel; Swatts, Darriel; Taylor, Maren; Wagner, Christine; MSD Houston; Bokun, Lisa; R6HarveyLSC; R6HarveyInfo; R6HarveyFSC; Carter, Timber
Subject: Re: M6H1 Harvey Response - Texas Hotel Occupancy Tax Exemption Certificate

I was not provided this form until today - I contacted the hotel and will submit the same electronically.

Sent from my iPhone

On Sep 21, 2017, at 8:27 PM, Christian, Doretha <christian.doretha@epa.gov> wrote:

EPA Harvey Response Travelers-

The Club Quarters Hotel in Houston informed me today that you did not provide the Texas Hotel Occupancy Tax Exemption Certificate required at check-in or prior to check-out in order to claim exemption from hotel taxes. If you review your receipt, you may notice that taxes are included. For those who had multiple deployments, a certificate is required for every reservation. Please complete the attached form, scan and email it to tx_msd@clubquarters.com with the subject "Tax Exemption Certificate" and the hotel will remove the taxes and issue a credit to your travel card.

If you have any questions, please call the hotel front desk at 713.224.6400. If you provided the form, either since your arrival back to your home, have emailed it or this message doesn't apply to you, please disregard or just check with the hotel to verify receipt of it. Thanks for your support and deployment for Hurricane Harvey response.

Doretha A. Christian

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